

## **I. Project Title and Project Purpose Statement**

The project “Work Together, Breathe Better: Community-Based Mitigation of Air Quality Risks from Climate Change” is the product of a larger, independent planning effort by a coalition of eight non-profit and university partners, seven of which are located in Chicago, Illinois and one located in Manhattan, Kansas. The coalition partners are dedicated to improving air quality for citizens of South Chicago and include: Delta Institute (Delta), *Project Manager and applicant for this Request for Application (RFA)*; Kansas State University (KSU), *coalition lead*; University of Illinois-Chicago School of Public Health (UIC); Respiratory Health Association of Metropolitan Chicago (RHA), *public health partner for this application*; and four community organizations: Alliance for a Greener South Loop (AGSL); Little Village Environmental Justice Organization (LVEJO), *community partner for this application*; People for Community Recovery (PCR); and Southeast Environmental Task Force (SETF).

This project directly addresses the Clean Air Act Section 103(b)(3) and also address the Toxic Substances Control Act Section 10(a). It employs resident air monitoring, communication of results and cultivation of strategies to foster community climate resiliency. Community preparedness is needed to mitigate human respiratory ailments from poor urban air quality projected to increase as a result of global climate change. The affected community is Little Village, a predominantly Latino environmental justice community located in ZIP codes 60623, 60632, and 60608 of Chicago, Illinois. Delta and LVEJO will serve as active on-the-ground partners with KSU providing leveraged technical support and leading an Advisory Committee of the remaining coalition partners to support community efforts. The project team will provide technical assistance to Little Village residents to achieve three primary goals: 1) to equip and train residents to effectively assess air quality levels using low-cost portable air sensors; 2) to develop and employ a sustainable community wide air quality notification and communication system to alert residents when air quality is detrimental to health; and 3) to begin the first steps towards action plans needed to reduce exposure to air pollutants and mitigate health risks exacerbated by global climate change.

## **II. Environmental, Public Health and Community Climate Resiliency (if applicable) information about the Affected Community**

Residents of Environmental Justice (EJ) communities often contend that limited regional air pollutant air monitoring does not adequately report on perceived air pollution from local sources or address the health risks of proximity to local sources. This concern exists in a variety of EJ communities across the United States <sup>1, 2</sup> and the south side of Chicago, Illinois

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<sup>1</sup> Frank, A.L. (2009). *Environmental justice and air pollution: The right to a safe and healthy environment*. Medscape Public Health and Prevention. Retrieved from <http://www.medscape.org/viewarticle/589135>.

<sup>2</sup> Miranda M.L., Edwards S.E., Keating M.H., & Paul, C.J. (2011). Making the environmental justice grade: The relative burden of air pollution exposure in the United States. *International Journal of Environmental Research and Public Health*. 8(6), 1755-1771.

is a prime example <sup>3,4, 5</sup>. Historically, up until the 1970s, South Chicago was an important industrial center in the United States. While Chicago is past its industrial prime, its negative environmental legacy remains, and the effects of this legacy are felt daily in Little Village, an environmental justice community.

Little Village (also known as South Lawndale) is located approximately five miles southwest of Chicago's downtown business center. It was originally settled by Eastern European and Irish immigrants in the late 19<sup>th</sup> century but is now inhabited predominantly by Mexican immigrants. With a population of approximately 80,000 residents living in a land area of only four square miles, Little Village represents a densely populated urban area. The community is 83% Hispanic and 12.9% African American with the remainder of the population being Caucasian and Asian. About half of Little Village's residents are below the age of 21, and children below the age of 12 (a sensitive population) represent 10% of the population. Poverty rate and median household income in Little Village are significantly more unfavorable than similar statistics for the City of Chicago and Illinois as a whole:

<b>Economic Indicator</b>	<b>Little Village</b>	<b>Chicago</b>	<b>Illinois</b>
Poverty Rate	29.8% <sup>a</sup>	21.3% <sup>b</sup>	24.2% <sup>b</sup>
Median Household Income	\$33,593 <sup>a</sup>	\$47,270 <sup>b</sup>	\$56,797 <sup>b</sup>

\* Sources: <sup>a</sup> 2009-2012 American Community Survey <sup>b</sup> U.S. Census Bureau 2009-2013 American Community Survey

Little Village is home to a variety of businesses and operations that contribute to air quality issues. While one of the primary emitters of air pollutants, the Crawford Coal Plant, ceased operations in late 2012, other operations, such as the Myer Steel Drum burning facility and MRC Polymers, continue to serve as emissions sources that can negatively impact air quality for residents. Little Village's air quality is negatively impacted by extensive diesel emissions from the Cicero rail freight yard (immediately west of Little Village), heavy truck traffic on Kedzie Avenue, known for its heavy use by diesel industrial truck traffic, and diesel emissions from city buses and trucks on many of Little Village's major commercial thoroughfares that co-exist with residential use of properties. Additionally, the H. Kramer and Company smelting operation and metal shredder, SIMS Metal Management, operate just to the east of Little Village in the Pilsen neighborhood. Due to poor air quality, a disproportionate number of Little Village residents suffer from asthma, Chronic Obstructive Pulmonary Disease (COPD), and other respiratory ailments. In 2009 it was estimated that 17 - 25% of children in Little Village suffered from asthma.<sup>6</sup> Many of Little Village's low-income residents struggle to

<sup>3</sup> Hawthorne, M. (2011). Environmental justice groups fight pollution problems on Southeast Side. Chicago Tribune. Retrieved from [http://articles.chicagotribune.com/2011-09-15/news/ct-met-enviro-justice-20110915\\_1\\_coal-to-gas-plant-top-polluters-altgeld-gardens](http://articles.chicagotribune.com/2011-09-15/news/ct-met-enviro-justice-20110915_1_coal-to-gas-plant-top-polluters-altgeld-gardens)

<sup>4</sup> Pace, D. (2005). *Minorities suffer most from industrial pollution*. NBCNews.com. Retrieved from [http://www.nbcnews.com/id/10452037/ns/us\\_news-environment/t/minorities-suffer-most-industrial-pollution/#.VBmfzRZ\\_StI](http://www.nbcnews.com/id/10452037/ns/us_news-environment/t/minorities-suffer-most-industrial-pollution/#.VBmfzRZ_StI)

<sup>5</sup> Pellow, D.N. (2002). *Garbage wars: The struggle for environmental justice in Chicago*. Cambridge, MA: MIT Press.

<sup>6</sup> Gupta, R.S., Zhang, X., Sharp, L., Shannon, J.J., & Weiss, K.B. (2009). The protective effect of community factors on childhood asthma. *Journal of Allergy and Clinical Immunology*, 123 (6), 1297-1304.e2.

afford the cost of spirometry testing (needed to assess pulmonary function and diagnose respiratory issues) and asthma medications needed to manage symptoms.

Asthma and other lung issues from exposure to particulate matter (PM) 2.5 and 10, nitrogen dioxide (NO<sub>2</sub>) and carbon monoxide (CO), air contaminants prevalent in Little Village based on the above emissions sources, have been shown to be exacerbated by warmer ambient air temperatures. According to the American Lung Association: “Hotter summer weather leads to increased emissions of ozone precursors, particulate matter and toxic air contaminants from increased energy production, electricity use, fuel evaporation and other sources.”<sup>7</sup> Per EPA’s website, in the Midwest, temperatures are projected to increase by 3% Fahrenheit over the next few decades due to global climate change. This suggests that the prevalence of asthma and other respiratory illnesses among Little Village residents will grow despite being temporarily slowed by the closure of the Crawford Coal Plant. This project will both empower and equip the Little Village community to better understand its exposure environment; to effectively and comprehensively communicate threats from poor air quality; and to begin to identify climate change strategies that can be employed at a local level to reduce exposure and lessen or delay respiratory health impacts caused by poor air quality. Furthermore, this project can serve as a pilot for community-based air monitoring programs in other environmental justice communities.

### **III. Organization’s Historical Connection to the Affected Community**

Delta has a strong three-year history of involvement with the Little Village community dating back to January of 2012. In August 2012, the Fisk and Crawford Coal plants located respectively in the Pilsen and Little Village neighborhoods were closed. In anticipation of plant closures, in early 2012 Chicago Mayor Rahm Emanuel convened the Fisk and Crawford Reuse Task Force to collect community input on future uses of the sites and to develop economic development and job creation options for the land. Delta facilitated the three-year Task Force consultation process, which included community leaders such as LVEJO, aldermen, community-based nonprofits, and representatives from the private sector, labor, and utilities.

Building on their positive relationship developed through the Task Force work, Delta and LVEJO worked together in 2013 to submit for and receive private foundation funding for a two-year project to inventory brownfields in Little Village and ultimately develop marketing materials and redevelopment plans for ten high-priority sites. Since project inception in February 2014, Delta and LVEJO have collaborated extensively. For example, in the summer of 2014 staff from both Delta and LVEJO physically visited over 250 properties in Little Village

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<sup>7</sup> American Lung Association (2010). *Global Warming: Impacts to Public Health and Air Quality*. Retrieved from: <http://www.lung.org/associations/states/california/assets/pdf/advocacy/global-warming-impacts-public.pdf>

with twenty student interns from the Little Village neighborhood to collect data on vacant properties. The partnership has jointly held four community meetings to date where staff from both organizations interacted with residents to obtain their input regarding prioritization and re-use of sites and to better understand community wants and needs.

Delta has increased LVEJO's and the community's capacity to address local environmental issues by helping to strengthen the community's knowledge base around environmental land contamination in their community and through knowledge transfer. For example, while visiting over 250 site in the summer of 2014, student interns and LVEJO staff gained hands-on experience using data collection templates (specifically created by Delta for the project), learning what information was important to collect for their brownfields, and how to collect it in an organized fashion. Student interns provided feedback to Delta that improved the templates, and at the August community meeting, they reported out on what they learned from their work on the project.

Kim Wasserman, Organizing and Strategy Director at LVEJO, currently is a member of Delta's governing board, and staff from both Delta and LVEJO sit together on the EPA's Local Educational Committee for its 2015 National Brownfields Conference and have submitted joint session proposals.

#### **D. Project Description**

The goals of this project are threefold: 1) to equip and train residents to effectively assess air quality levels using low-cost portable air sensors; 2) to develop and employ a sustainable community wide air quality notification and communication system to alert residents when air quality is detrimental to health; and 3) to begin the first steps towards community action plans needed to reduce resident exposure to air pollutants and mitigate health risks exacerbated by global climate change. By achieving these goals the project team will prepare the Little Village community to better understand and manage increased respiratory health implications anticipated to result from global climate change. Additionally, as with the LVEJO/Delta brownfields project, this project will facilitate a sustainable knowledge transfer (explained below) to the Little Village community, so that the community is both: 1) equipped to maintain the air monitoring and communication system developed through this project into the future, and 2) positioned to take next steps on action plans.

Delta is well versed at providing technical assistance that is tailored to a community's wants and needs and that leverages its capabilities. As Project Manager, Delta will provide technical and organizational support to LVEJO and the community. LVEJO has a strong relationship of working one-on-one with Little Village residents, particularly local youth who will play a significant role in project implementation, and with the assistance of a Community Organizer (CO) dedicated to the project, will manage on-the-ground activities and facilitate the community-based input for the development of project deliverables. KSU will provide additional leveraged technical support but will also provide broader leadership by

coordinating and holding six bi-monthly meetings for the eight coalition partners that will comprise the Advisory Committee. Through these meetings, experience and knowledge of KSU, RHA, and UIC will help inform and guide project tasks. Additionally, community organizations, PCR, SETF and AGSL, will learn about project challenges and tactics to inform potential work in their own communities. In the future, the coalition anticipates replicating this project (contingent on receipt of funding to be independently applied for) in the South Chicago communities served by PCR, SETF and AGSL - namely the Riverdale Community Area (EJ), East Side (EJ), and South Loop (non-EJ).

The project will be implemented over a one-year period with tasks and implementation timeline as outlined in the below chart. If this project is selected and with funding for this grant being awarded in the summer of 2015, the project team has assumed that EPA will authorize work to begin in October 2015.

		2015			2016									
		Oct	Nov	Dec	Jan	Feb	March	Apr	May	Jun	July	Aug	Sept	
Task	Project Partner													
Start Up														
Develop QAPP and Submit to EPA for Review and Approval	Delta													
Hire Community Organizer	LVEJO													
Hold 6 Bi-Monthly Advisory Committee Meetings	All Partners													
Develop Evaluation Strategy for Monitoring and Analysis of Data	KSU													
Develop Air Pollution Health Education/Presentation Materials	RHA/UIC													
1st Community Meeting - Education/Input & Basic Strategies	LVEJO/Delta													
Mobilization														
Refine Community Specific Air Monitoring Plan	Delta/LVEJO													
Assemble Air Monitoring Equipment ToolKit	Delta/LVEJO													
Develop Monitoring Health & Safety Protocol	Delta/LVEJO													
Develop Communications Strategy based on Community Input	Delta/LVEJO													
Develop Communications on-line Tools if Needed	KSU													
Develop Recruitment Materials	LVEJO/Delta													
Recruit Residents for Air Monitoring	LVEJO													
Implementation														
Air Monitoring at up to 2 locations i.e. (M, W, F 3X) (Sat 1X)	VEJO/Residents/Delta													
Mgmt of Data/Implementation of Communication Strategy/Network	Delta/LVEJO													
Implementation of Basic Coping Strategies by Community	Residents													
2nd Community Meeting - Debrief & Enhanced Strategies	Delta/LVEJO													
Prepare Publication for Community Use	Delta/LVEJO													

#### *Project Startup:*

Delta will prepare a Quality Assurance Project Plan (QAPP) to document planning, implementation, and assessment procedures for this project, as well as specific quality assurance and quality control activities around air monitoring and management and communication of air data. Delta will also assist LVEJO in interviewing and hiring a Community Organizer (CO) who will work with both Delta and designated LVEJO staff on implementation of this project. The hired CO will ideally be a resident of Little Village with aptitude to: 1) organize and effectively engage with individual community residents and manage LVEJO summer interns; 2) assist residents with use of portable air monitoring equipment (once trained by Delta to do so); and 3) learn from Delta how to effectively use communication channels and assist residents with use of these channels. Delta will also engage with coalition partners, RHA, and LVEJO to prepare appropriate materials, such as visual aids and handouts, to educate the community on the respiratory health effects of local air pollution and basic mitigation strategies, to introduce the project, and to effectively engage the community and

solicit input. KSU will lead the first of six advisory committee meetings so that the coalition partners can provide input, advice, and recommendations that will inform Project Mobilization. Additionally, KSU will work with Delta to develop formative and summative evaluation strategies using participatory methods (both qualitative ongoing feedback and monitoring of educational outcomes) to ensure that measures of success are locally defined. Project-specific tools will be created to measure changes in participants' learning. Based on the project design, learning outcomes are expected at all levels of Bloom's taxonomy (knowledge, comprehension, application, analysis, synthesis and evaluation). Mixed methods will be used to analyze the qualitative and quantitative data generated by the evaluation.

The project's first community meeting is planned for late October in Little Village. During this meeting, Delta and LVEJO's CO (with assistance from RHA) will educate the community on: local emission sources that reduce local air quality; the effects of poor local air quality on respiratory health of residents (i.e. asthma and COPD); how climate change is projected to increase poor air quality; and basic strategies that residents can use to reduce exposure to air contaminants (i.e. prohibiting children from playing outside when air quality is poor).

The project will also be introduced during the community meeting. The proposed air monitoring plan will include two proposed locations/vicinities identified for resident air monitoring that take into account proximities to major roadways and vehicle emissions, as well as being downwind of community-specific emission sources (i.e. a location near Kedzie Avenue and a park near sensitive children populations). The proposed plan will also include a suggested number of days and times for air monitoring, examples of types of equipment that may be used, and a call for residents interested in conducting monitoring to contact LVEJO. Possible example ideas for a Little Village communication system will be introduced, such as an "amber alert"-type cell phone texting system, a web or social media-based online system (which KSU has committed to design in-kind if this methodology is selected by the community), or the use of colored flags hung in the neighborhood by LVEJO high school and college-aged student interns. The project team will engage residents in developing locally-informed strategies that are likely to be employed/workable in Little Village. The input will be used when refining and finalizing the air monitoring plan and developing the communication system and related tools during Project Mobilization. Finally, the community will receive education on the use of publically available air quality data needed to interpret the data on air pollutant levels.

#### *Project Mobilization:*

Delta will work with LVEJO's CO to refine and finalize the air monitoring plan and with the CO and KSU (as needed) to develop the communication system and tools. Also, using recommendations and guidance from the Advisory Committee, Delta will develop the air monitoring equipment toolkit. The toolkit will include two general grades of Tier II low-cost portable air monitoring equipment to monitor particulate matter (PM) 2.5 and 10, nitrogen dioxide (NO<sub>2</sub>), and carbon monoxide (CO), air pollutants prevalent in Little Village. Equipment

will include both very low-cost (\$100 to \$300) portable monitoring equipment (e.g., Dylos DC1 100 Air Quality Monitor) that the average resident is more likely to be able to afford and use in the future as well as low-cost (\$1,000 to \$2,000) monitoring equipment (e.g., Met One 831 Aerosol Mass Monitor monitor) that typically only some community groups/organization may be able to afford but that provides higher quality data. Equipment selection will be finalized in consultation with EPA scientists and the project's Advisory Committee, and all equipment will become the property of LVEJO. Given that Little Village experiences higher-than-average crime rates compared to Cook County, Delta and LVEJO will develop health and safety protocol for residents conducting monitoring. LVEJO's CO will also develop and distribute materials to recruit a total of ten Little Village residents to conduct air monitoring during Project Implementation.

*Project Implementation:*

Actual field air monitoring of PM 2.5 and PM 10, NO<sub>2</sub>, and CO<sub>2</sub> by residents will occur during six weeks of the summer months of June and July. Since weather conditions can affect air pollutant levels, Delta will also work with the CO to identify sources of local weather data and develop a process to collect and manage this data. Working in shifts, ten residents will conduct air monitoring at up to two locations, which may include short mobile neighborhood walking/driving routes. Routes or locations are anticipated to be monitored three week days per week (i.e. Monday, Wednesday, and Friday) in the morning, afternoon, and late afternoon/early evening, as well as late morning on Saturdays. Residents will work in pairs with one resident using a very low-cost air monitor and the other using a higher quality air monitor, which will allow for comparison of the ease of use of equipment and quality of data received and downloaded. Feedback from monitoring teams will be logged and documented by the CO daily. Air monitoring data will be distributed to residents of Little Village via communication channels established during Project Mobilization.

Delta will use a "train-the-trainer approach" to directly train the CO on calibration, use, and basic problem solving/trouble shooting of air monitoring equipment. Delta will be available during the first week of air monitoring to provide direct support and technical assistance to both the CO and to residents air monitoring in the field. However, during weeks two through six of air monitoring, Delta's involvement will reduce to an "as needed" basis. This level of continued support will strengthen the CO's and residents' knowledge base with the equipment, but it will also enable the CO and residents to take ownership of air monitoring activities and demonstrate the level of competency with resident-based air monitoring that can be developed in the community.

Delta will also train the CO to manage the air quality data community system that will be used to provide "real-time" (i.e. within less than two hour) alerts to residents when PM NO<sub>2</sub> and/or CO<sub>2</sub> levels exceed health-based National Ambient Air Quality Standards (NAAQS) developed by the EPA. The communication system will be designed to remind residents of the basic

exposure reduction strategies discussed during the first community meeting. Delta will visit Little Village twice per week to shadow residents conducting air monitoring. Delta will also use spot inspections to ensure that communication channels are operable and effective. It will work with the CO to identify and log problems that may exist, and to quickly adapt or modify the system as needed to overcome challenges. When air monitoring work is complete, Delta will compile all air data collected, analyze the data, and correlate to weather conditions existing at times when data was collected.

The second community meeting will also be held during Project Implementation. During the meeting, Delta and LVEJO's CO will report out on air monitoring challenges and successes, summarize the observed effectiveness of the communication system, and summarize the results of the air monitoring data in terms of number of days (and times of day) that monitored levels of PM, NO<sub>2</sub> and CO<sub>2</sub> exceeded EPA health levels. Correlations observed between air monitoring data and weather conditions will be discussed. The ten residents who conducted air monitoring will be asked to report out on the project to the community and will receive stipend checks for their participation. The project team will also conduct a brief survey among attendees to determine if residents felt that the communication system used was effective and that information distributed was consistent and helpful, and to determine if the residents were able to effectively apply the basic exposure reduction strategies when suggested to do so. After a short break, Delta will discuss and brainstorm with attendees possible enhanced exposure reduction and health mitigation strategies (such as those indicated below) that could help to support community based preparedness. For example, strategies discussed could include the need for:

- Ordinances for Little Village public schools that prohibit outside recess for students on poor air quality days between certain hours;
- Scheduling appropriate times of day for emissions from local polluting businesses depending on local weather conditions;
- Increased funding and locations for resident spirometry testing;
- Increased funding to subsidize asthma medications for Little Village children;
- Residents to eventually transition to electric vehicles and to identify locations for installation of charging stations in the community;
- Increased funding for purchase of alternative fuel vehicles for public transit; and/or
- Resident pledges to reduce home energy use by, for example, turning down thermostats in the winter/installing inexpensive insulating materials over windows.

The attending residents will be asked to provide feedback for additional strategies that they feel could be impactful but that were not presented and then vote to pick the three strategies that would best allow the community to avoid, lessen, or delay the risks and impacts associated with climate change. The Advisory Committee will subsequently discuss the prioritized strategies and develop recommendations for next steps that the community and local organizations such as LVEJO can take to work towards implementation of the strategies. Delta will produce an eight-



to ten-page report for public distribution to the Little Village community summarizing the results of the project, feedback obtained from the community meetings, and recommendations of the Advisory Committee.

#### **E. Organizational Capacity and Programmatic Capability**

Delta Institute is a 501(c)3 organization formed in 1998 that works to build both a resilient environment and economy through sustainable solutions. Delta works in partnership with business, government and communities in the Great Lakes region to create and implement innovative, market-driven solutions that build environmental resilience, economic vitality and healthy communities. Delta uses a unique 'systems approach' in tackling our region's environmental challenges. For us, society is positively impacted through an integrated focus on environment and economy with change fueled by public policy, business practice, and community engagement.

Delta Institute possesses 18 years of experience managing federal and community-based projects. Margaret Renas, P.E. and LEED AP, has a career spanning 25 years with a strong emphasis over the last ten years on air monitoring, environmental assessment and cleanup, energy efficiency, and community based brownfield redevelopment. As project manager, Ms. Renas will lead project efforts with assistance by Technical Associate Ben Shorofsky, Director of Finance and Operations Kelly Farley, and Grants Administrator Helen Behnke-Hanson. She will also draw upon the expertise of Senior Advisor Donna Ducharme and Director Cindy Winland. Ms. Ducharme and Ms. Winland each possess 30 years of experience in the areas of urban planning, economic development, and community engagement. The eight university and non-profit coalition partners that will serve on the Advisory Committee will provide additional expertise in the areas of air monitoring, public health, community engagement, evaluation strategies, and development of website/social media sites.

Delta is currently managing both Federal and EPA grants, and has historically completed all previous U.S. EPA work with no issues submitting grant documentation and technical reports.

#### **F. Qualifications of the Project Manager**

Delta's Margaret Renas, P.E., LEED AP will serve as Project Manager for this project. Ms. Renas is an environmental engineer and possesses substantial experience related to both ambient air monitoring and community engagement and has a strong current relationship with LVEJO and the Little Village community.

While in private environmental consulting, Ms. Renas gained extensive field experience conducting air monitoring, training entry level staff to conduct air monitoring and maintain equipment, and supporting electronic and manual data communication systems, and she later co-managed the company's remedial ambient air monitoring program. The program encompassed both 24-hour perimeter air monitoring and real-time air monitoring of PM 10, Polynuclear Aromatic Hydrocarbons, and Volatile Organic Carbons, using 24-hour sampling

equipment (PM10 samplers, PUF samplers and SUMMA canisters), and handheld and portable air monitoring equipment including photoionization detectors, dust, and lower exposure limit monitors, and gas chromatographs. Ms. Renas is highly qualified to provide hands-on technical assistance to LVEJO's CO and Little Village residents to assist them with the calibration, use, and maintenance of portable air monitoring equipment and communication systems in a real time, field setting. At Delta, Ms. Renas has also gained considerable experience with engaging communities to obtain input for local decision-making. She has conducted numerous community workshops as a partner to KSU on EPA's Technical Assistance for Brownfields (TAB) program to obtain community input related to re-use of brownfields and currently is the project manager for the Little Village brownfields inventory project. Ms. Renas has a strong, ongoing working relationship with LVEJO and will leverage her air monitoring background, community engagement experience, and relationships with the local community for the proposed project.

#### **G. Past Performance in Reporting on Outputs and Outcomes**

Delta has successfully completed all previous U.S. EPA work with no issues submitting grant documentation and technical reports. Helen Behnke-Hanson, Delta's Grants Administrator, is the point of contact for all grants and agreements

12-DG-11420004-010 [USDA Forest Service, \$203,733.00] and 13-DG-11420004-008 [USDA Forest Service, \$197,437.00]: Hybrid Poplar Tree Farms Both projects show a relatively consistent quarterly expenditure rate, with Q2/Q3 have slightly higher expenditures attributable to the actual planting of trees. The grant manager visited the sites in August 2013 and was pleased with the progress to date.

GL00E00802 [U.S. EPA, \$151,000.00]: Toxics Reduction via E-Waste Mgt The project included the creation of an advisory committee, the development of training materials and the hosting of workshops. The project also required the development of a Quality Assurance Plan (QAP).

GL00E00829 [U.S. EPA, \$200,000.00] & GL00E01306 [U.S. EPA, 103,503.00]: Lake Michigan Forum & Watershed Academy Delta received a no-cost, 12-month extension for this grant, because staff changes delayed the implementation of sub-grant awards to the regional planning commissions. Because we anticipated the need for a grant extension, we slowed the rate of spending in 2012/Q3 to ensure sufficient funding would be available to complete all the deliverables.

Delta administers the Lake Michigan Forum & Watershed Academy through the "Love Lake Michigan" campaign, which encourages individuals to pledge to support effective stewardship of the Lake Michigan ecosystem. All quarterly reports due have thus far been submitted.

#### **H. Quality Assurance Project Plan (QAPP) Information**

The proposed project will involve the use of both existing environmental data as well as the collection of new data. Delta recognizes the need for a QAPP for the proposed project and will prepare one and submit to EPA for approval as the first task under the project's Start Up phase.